

# Arts-In-Education Grants Budget Form

Fiscal Year 2011 (July 1, 2010 - June 30, 2011)

(Round All Monies to the Nearest Dollar)

The totals on line 9 (total expense) and line 12 (total income) must equal.

Please provide sufficient detail to enable KAC staff to determine how the amount listed for each category was derived; attach a detail sheet if necessary.

Please provide expenses and income for the entire project, not just for the portion requested from the Kansas Arts Commission.

Project Beginning Date: \_\_\_\_\_

Project Ending Date: \_\_\_\_\_

	<u>Expense Categories</u>	<u>KAC</u>	<u>Cash</u>	<u>In-Kind</u>	<u>Total</u>
<b>1</b>	<b>Staff (include fringe benefits):</b>				
	Administrative				
	Artistic				
	Technical/Production				
	<b>Sub-total</b>				
<b>2</b>	<b>Consulting and Artistic Fees for Service (non-staff):</b>				
	Administrative				
	Artistic				
	Technical/Production				
	<b>Sub-total</b>				
<b>3</b>	<b>Exhibition/Production/Project Expenses:</b>				
	Supplies				
	Props/Scenery				

	Costumes				
	Lighting/Sound				
	Musical Instruments				
	Other:				
	<b>Sub-total</b>				
<b>4</b>	<b>Building/Venue:</b>				
	Building or Office Space				
	Performance and/or Exhibition Space				
	<b>Sub-total</b>				
<b>5</b>	<b>Travel:</b>				
	Airfare				
	Rental Car/Taxi				
	Mileage				
	Accommodation and per diem				
	Other:				
	<b>Sub-total</b>				
<b>6</b>	<b>Marketing:</b>				
	Printing				
	Advertising				
	Website				

	Other:				
	<b>Sub-total</b>				
<b>7</b>	<b>General Operating Expenses:</b>				
	Utilities				
	Printing				
	Postage				
	Office Equipment Rental				
	Membership Dues/Publication Purchase				
	Other				
	<b>Sub-total</b>				
<b>8</b>	<b>Capital Expenditures:</b>				
	Building & Equipment Expenses Greater Than \$1,000				
	Building & Equipment Expenses Less Than \$1,000				
	<b>Sub-total</b>				
<b>9</b>	<b>Total Expenses (add line 1 through 8)</b>				

	<u><b>Income Categories</b></u>	<u><b>KAC</b></u>	<u><b>Cash</b></u>	<u><b>In-Kind</b></u>	<u><b>Total</b></u>
<b>10</b>	<b>Earned Income:</b>				
	Admissions/Ticket Sales				
	Concessions				
	Rental Fees				
	Other:				
	<b>Sub-total</b>				
<b>11</b>	<b>Contributed Income:</b>				
	Individuals (include memberships)				
	Foundations				
	Corporations				
	Government (exclude Kansas Arts Commission)				
	Kansas Arts Commission				
	Other:				
	<b>Sub-total</b>				
<b>12</b>	<b>Total Income (add the subtotals for earned and contributed; items 10 and 11)</b>				